



**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
PUBLIC MEETING**

**Scottsdale Airport Terminal Lobby  
15000 N. Airport Drive, Scottsdale, AZ**

**February 12, 2014**

**MINUTES**

**PRESENT:** Steve Ziomek, Chairman  
Ken Casey, Vice Chairman (by telephone) from 6:03 p.m.  
William Bergdoll  
Gunnar Buzzard  
Michael Goode  
Bob Hobbi  
William Schuckert

**STAFF:** Sarah Ferrara, Aviation Planning & Outreach Coordinator  
Shannon Johnson, Management Analyst  
Chris Read, Airport Operations Manager

**OTHERS:** John Meyer  
George Williams  
Matthew Wright

**CALL TO ORDER**

Chairman Ziomek called the meeting to order at 6:00 p.m.

**ROLL CALL**

A formal roll call confirmed the presence of Commissioners as noted above.

## **PLEDGE OF ALLEGIANCE**

Chairman Ziomek led the meeting in the pledge of allegiance.

## **AVIATION DIRECTOR'S REPORT**

In the absence of Mr. Mascaro, Airport Operations Manager Mr. Chris Read said he did not have an official report to provide.

## **APPROVAL OF MINUTES**

### **1. Approval of Minutes**

Regular Meeting: January 8, 2014

Commissioner Buzzard made a motion to approve the minutes of the January 8, 2014 regular meeting as presented. Commissioner Goode seconded the motion, which carried by a unanimous vote of six (6) to zero (0). Vice Chairman Casey was not yet present.

## **PUBLIC COMMENT**

No members of the public wished to address the Commission.

## **REGULAR AGENDA                      ITEMS 1 - 11**

1. Discussion and Possible Action regarding Application for Airpark Aeronautical Business Permit for Alta Vista Radiology, LLC to conduct Hangar/Shade Leasing Services.

Management Analyst Ms. Shannon Johnson reported that Alta Vista Radiology is seeking ratification of their aeronautical business permit to conduct hangar/shade leasing services. They have provided all of the necessary paperwork. She noted that Mr. John Meyer was in attendance.

At the invitation of Chairman Ziomek, Mr. Meyer explained that Alta Vista bought a hangar four months ago which they ultimately hope to use themselves. In the meantime, the previous owner of the building is their tenant.

Mr. Read noted that Vice Chairman Casey had joined the meeting via telephone.

Commissioner Buzzard made a motion to approve the application by Alta Vista Radiology, LLC for an Airpark aeronautical business permit to conduct hangar/shade leasing services. Commissioner Goode seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

## 2. Update on Scottsdale Airpark Traffic Circulation Projects

Senior Traffic Engineer Mr. George Williams presented an update on the traffic circulation projects in the Airpark area.

Commissioner Bergdoll inquired about the plan to construct a loop road around the Airport. Mr. Williams said in 2008 Council had approved improvement of the roadways around the Airport, rather than an actual loop road. In a follow-up question, Commissioner Bergdoll asked whether they were still considering building a road parallel to Frank Lloyd Wright Boulevard. Mr. Williams said the Transportation Commission has discussed this in detail. They do not believe there is enough benefit to justify the cost. However, staff did not completely take it off the table. They plan to wait until the improvements to Northsight and Raintree are completed as these may eliminate the need for further construction. Commissioner Bergdoll asked about constructing a service road off of Frank Lloyd Wright going southbound. Mr. Williams said staff is looking at that as an option although the expense may not be justified. Mostly right turns would be removed if this were to be constructed, and those do not cause much congestion.

Commissioner Schuckert asked Mr. Williams about the timing of preliminary engineering for the Raintree extension, noting the direct impacts on the Airport. Mr. Williams said staff is reviewing a 30% draft plan. Construction for the first phase from Hayden Road to 76th Street is tentatively scheduled for 2015.

Commissioner Goode asked about the roundabouts in the draft plan. Mr. Williams explained that the Transportation Commission has discussed an initial concept with four roundabouts for the Raintree extension; the 30% draft plan currently shows five. These would replace existing signalized intersections.

Chairman Ziomek commented that in his personal experience the arterial roundabout at Hayden and Northsight works like a charm when traffic volumes are moderate. However in heavy traffic there are backups from Frank Lloyd Wright into the roundabout. Mr. Williams replied that the roundabout is operating very well. The backup is caused by the signal at Hayden and Frank Lloyd Wright not handling the volume of traffic. With the new extension drivers wanting to go west on Frank Lloyd Wright can avoid the backup by taking Northsight. This is faster, which is borne out both by staff's computer modeling and by drivers timing their actual travel. Staff is looking at options to address the issue of northbound traffic. The extension gives a lot more flexibility of how to handle the intersection of Hayden and Frank Lloyd Wright. Staff anticipates it will take up to a year for drivers to become used to the changes.

Commissioner Hobbi commented that these changes will likely lead to increased traffic and noise asked about the impact on local residents, who perceive this as being related to the Airport. Mr. Williams pointed out that the area is already congested, and future growth is expected. He doubted that noise would increase much and noted that the use of rubberized asphalt and less braking and less acceleration as traffic flow improves would all mitigate noise.

Commissioner Buzzard asked about the Loop 101 and Raintree intersection. Mr. Williams said the City does not have funding to make changes to the bridge deck. The consultant came up with three options to increase the capacity of the intersection by five to fifteen

percent. After consideration by the Transportation Commission, staff has asked the consultant to revisit this issue.

Turning to the north and west sides of the area, Commissioner Buzzard asked Mr. Williams about Paradise Lane. Mr. Williams said the concept in the Transportation Master Plan was that perhaps this route would be a better alternative if there were fewer stop signs. At current traffic volumes he opined there would be no cost benefit to spending much money along there. Staff will consider measures such as wayfinding and intersection improvements.

3. Discussion and Possible Action to Recommend Adoption of Resolution No. 9637 Approving and Authorizing the Second Amendment to Contract No. 2010-466-COS-A2 for Hawthorne Aviation, LLC dba Landmark Aviation, LLC

Ms. Johnson stated that Landmark Aviation is seeking to make tenant improvements to their premises and extend their existing lease. Mr. Matthew Wright, Manager of Landmark Aviation, presented the proposed remodeling, which addresses better use of space, increased security, and more attractive surroundings for clients and staff.

Commissioner Schuckert commented that the proposed budget of \$1.5 million seems low considering the scope of the work. He would be concerned if the plans had to be scaled back because of funding. Mr. Wright said the negotiations with the City were based on the design concept and construction estimates Landmark had obtained. Landmark is obligated under the lease extension agreement to make these improvements, and is committed to carrying them out. Language in the lease amendment addresses this concern.

Commissioner Buzzard asked whether the work will be finished before the Super Bowl. Mr. Wright said everyone he has spoken with about the project is excited about it, including City Council, Airport management and downtown businesses. The contractors have assured him that they can have it completed well before the Super Bowl. They hope to start work on May 1 and be finished by November 17. The Design Review Board has agreed to do an administrative approval rather than the full design review process.

Referring to paragraph 13 of the conceptual submission letter, Commissioner Goode noted that it states "Construction shall be completed no later than 12 months after commencement of the construction." Mr. Wright explained that this language is part of the existing lease agreement; that is the only reason it is included.

Commissioner Schuckert inquired about escalation clauses in the five-year lease extension. Mr. Wright said the lease rate is not changing. It is the same as in the master lease, which contains an escalation clause. Ms. Johnson said that she believes that this applies every two years.

Mr. Read added that the Landmark building was constructed at the same time as the terminal. It was never intended to be an FBO.

Commissioner Buzzard made a motion to recommend adoption of Resolution No. 9637 approving and authorizing the second amendment to Contract No. 2010-466-COS-A2 for

Hawthorne Aviation, LLC dba Landmark Aviation, LLC. The motion was seconded by Commissioner Bergdoll and carried by a unanimous vote of seven (7) to zero (0).

#### 4. Discussion and Input regarding Fuel Spills at Landmark Aviation

At the invitation of Chairman Ziomek, Mr. Read explained how staff reports fuel spills. A small fuel spill extends less than ten feet in any direction. Anything larger than that is classified as a fuel spill and the Fire Department has to be called for the clean-up procedure. Spills of hydraulic fluid and other hazardous fluids are included in the definition.

Mr. Wright said the goal is to have zero spills. He explained that both FBOs are co-permittees under the City's Storm Water Pollution Prevention Plan (SWPPP). They are required to have a spill response plan, spill kits, shutoff valves on vehicles, and so forth. The FBOs are also responsible for developing a spill prevention control and countermeasure (SPCC) plan. They take this major responsibility very seriously.

Mr. Wright said Landmark's prevention measures to minimize fuel spills are to industry standards. He outlined some examples of measures such as covers over the fuel nozzles, staff training, procedures for handling fuel incidents and a site trainer. All the refueling trucks carry spill kits, plus Landmark has a spill cart. They have pans for use if an aircraft has a leak. All trucks are equipped with emergency fuel shutoff valves. Interlock devices prevent trucks from driving off with the nozzle still attached to an aircraft. The shutoffs on fuel trucks and aircraft are tested every time they are refueled. Hoses are inspected and replaced as they reach the end of their useful life. Landmark conducts daily operational checks on all the vehicles that meet the ATA 103 standard. The fuel containers are equipped with sump containers. He summarized that Landmark takes fuel spills very seriously. However they do occur, due to the frequency with which fueling is performed and Landmark is committing to doing everything possible to minimize them.

He noted there are four main causes of fuel spills:

- Fueller error, lack of training, inexperience
- Crew error (rare)
- Equipment malfunction (very rare)
- Aircraft malfunction as a result of latent defects

Mr. Wright said Landmark regards the smallest fuel spill as anything less than 18 inches in diameter or of less than five gallons. They report all of these Class 3 spills to Airport Operations. A Class 2 fuel spill is from 18 inches to ten feet, typically less than 25 gallons. Class 1 spills are larger than that and they have to call the Fire Department. He added that 95% of their reported spills are Class 2 or 3.

In 2013 Landmark refueled 20,5667 aircraft with over 3.5 million gallons of fuel. Just 23 spills were reported, representing one-tenth of one percent of the aircraft and 0.001 percent of the fuel pumped. As to spill size, 95 percent of the spills were of less than ten gallons, and 75 percent of those were Class 3 fuel spills. Spills that occur while refueling are reported by Landmark staff to Airport Operations. Occasionally Airport staff observe aircraft leaking fuel and bring it to Landmark's attention.

Mr. Wright outlined changes Landmark is introducing. Fuel spill containment and prevention are to be added to the safety topic in the daily huddle meetings on a weekly basis. This will also be covered in greater depth in the monthly safety topic.

The site trainer will focus special attention on new employees to educate them on the aircraft which are most challenging to refuel, i.e. the over the wing craft and military aircraft.

Mr. Wright summarized that he does not believe that Landmark has an ongoing problem.

Chairman Ziomek thanked him for appearing before the Commission. After hearing the presentation he is convinced that the FBOs are doing everything possible to eliminate fuel spills.

Commissioner Goode inquired about the policy on washing aircraft. Mr. Read said that is covered in the SWPPP. Users must obtain a wash permit from Airport Operations and the washing must be done in the wash bay or on the ramps. Biodegradable soap must be used if aircraft are washed on the ramps. The water that runs off has to be vacuumed up. Mr. Read said staff watches the washing companies very closely to make sure they vacuum properly.

Commissioner Schuckert said this information was helpful and he would make use of it in his own business operations. He expressed confidence in Landmark and Mr. Read's monitoring.

Commissioner Hobbi cautioned that the impending construction project could be distracting to employees. The changes Mr. Wright outlined are great but he suggested further actions, given the challenges Landmark will be facing this year. Human error is, as noted, a huge part of the problem and that can only be improved through further accountability and action to enhance the safety culture. Landmark is a great FBO and he recommended taking measures to counteract the distraction and upheaval of the construction project.

Mr. Wright thanked him for the feedback. He noted that their corporate headquarters is supporting them. The corporate construction manager will help them. He acknowledged that the project will cause disruptions. His main goal is to successfully operate an FBO safely and profitably.

5. Discussion and Input regarding Opportunity for a Stakeholder Group to Acquire a Warbird Aircraft for Display on Airport Property

Chairman Ziomek briefly outlined the Airport's history beginning in June 1942 as Thunderbird Field 2. In two years, over 5,500 pilots graduated, flying over 26 million miles. The idea under consideration is to Acquire a Stearman for permanent display and form a commemorative project. This would include three monuments:

- 1) Monument to commemorate all branches of the armed forces and honor veterans, prisoners of war and those missing in action

- 2) Panel describing the history of Thunderbird Field 2 and the Stearman aircraft used to train the cadets
- 3) Panel acknowledging donors, since this is to be a non-profit initiative

The display would be placed on Airport property where a now inactive not for profit group had considered creating a small park. Chairman Ziomek said the cost is estimated at \$150,000 maximum. A flyable Stearman is available for \$49,000. It should be possible to obtain a non-flyable craft for \$15,000 or less. He noted that the Stearman's wings are fabric. In the desert climate they will need to provide an awning. This will likely be the most expensive item in the project, costing about \$15,000. The fabric wings can be covered with long-lasting material for the display. Chairman Ziomek was confident there will be no problems to raise the necessary funds for this project.

Although the Airport Advisory Commission cannot form a sub-committee for this project, the Commission's support would facilitate the project. He made a presentation to the AZBAA which garnered plenty of interest and useful contacts. The Historic Preservation Commission and the Convention and Visitors Bureau are also interested. He summarized that a working committee would be formed and they would hope to get Airport and City buy-in for this project. At this point it is key to form a non-profit status organization before fundraising can begin. They hope to have the services of an attorney, designer and CPA pro bono.

In response to a comment by Commissioner Buzzard, Chairman Ziomek said the intent is to display the plane on a pedestal with rock landscaping and a cement pathway. The Airport has agreed to provide electricity for lighting. Commissioner Goode suggested including a security camera system and listing the names of cadets killed in action on the monument.

Commissioner Hobbi said this is a great idea and shows the community that the Airport is part of Scottsdale's history. Commissioner Schuckert said the City has been somewhat remiss in not recognizing the historical significance of the Airport.

Commissioner Bergdoll liked the concept, but said he is struggling with the location, which is not a pedestrian-friendly area. He cautioned that having a shade structure will necessarily entail maintenance in monsoon season, and that it could eventually become an eyesore.

Chairman Ziomek said it makes sense to locate the monument there because it is City property. It is near the Park and Ride. Commissioner Bergdoll suggested if a location could be found in the Scottsdale Quarter area that would be preferable.

## 6. Discussion and Input Regarding Monthly Operations Report for January 2014

Mr. Read presented the January monthly operations report and described the progress of construction projects.

In January seven flights arrived from Canada. U.S. Customs Service has been offered seven days per week from 9:00 a.m. to 7:00 p.m. as of February 9.

Commissioner Goode asked how quickly this updated information can be published in the AFD and who submits the information. Mr. Read said either the Airport or the FAA can submit updates and undertook the task of finding out whether or not it has been done.

Commissioner Goode reviewed the financial information and opined that the Customs service is close to breaking even, even with the addition of the second Customs agent.

7. Discussion and Input Regarding Monthly Financial Reports for December 2013

Ms. Johnson presented the monthly financial report for December 2013.

8. Discussion and Input Regarding Public Outreach Programs and Planning Projects

Aviation Planning and Outreach Coordinator Ms. Sarah Ferrara said staff has focused on the environmental assessment for the strengthening of the runway and taxiways.

She described the outreach done to publicize the daily U.S. Customs Service which began two weeks before the service expansion took place. Having a list of almost 20,000 aircraft owners was key to this effort. Ms. Ferrara thanked Vice Chairman Casey for his help in compiling the list of contacts. Staff plans to revisit this every few months to remind flyers of the expanded service. Officer Kennedy told her he has heard lots of positive feedback.

Ms. Ferrara said with just a few days experience it is too early to provide any data. Commissioner Goode asked Mr. Read if staff can provide a simple statistical comparison of visits and revenue in 2013 and 2014.

Ms. Ferrara said they will try to add the updated information to apps even before the AFD is updated.

Ms. Ferrara thanked the Commissioners who attended the January 21 meeting about the environmental assessment. The workshop was attended by 59 attendees and 31 people signed in to the public hearing. A total of nearly 100 comments were captured. Over half of these were supportive. Staff is working with Coffman Associates to compile the comments, which will go into a final EA document for submission to the FAA. Staff hopes to have the compilation of comments completed by the end of this week. At this point they do not know when the FAA will issue its ruling.

In response to a query from Chairman Ziomek, Mr. Read confirmed that work on the runway will not begin until 2015 or 2016, as other priorities are more pressing.

Ms. Ferrara announced the second annual Run the Runway event scheduled for April 5. This will include a 10k run for the first time, a 5k run and a kids' dash with mascots. Proceeds will go to Playworks, an organization that seeks to minimize bullying in schools.

In January three projects within the Airport influence area were listed in the planning and zoning reports.



Two complaints were received on the noise hotline. She sent six voluntary curfew letters in January.

Vice Chairman Casey said Airport and tower staff did an excellent job at the workshop and public hearing. He heard positive comments from attendees.

Commissioner Hobbi asked when the workshop comments will be available. He was interested in seeing what was said by those who were not supportive of the project. Ms. Ferrara said a transcript of the public hearing is being prepared. She undertook to find out when that can be made available. Commissioner Hobbi asked what the main objections were. Ms. Ferrara said some were misconceptions that hopefully they were able to dispel and clarify. People expressed concerns for wildlife and the environment. Noise is also a concern, and staff has tried to explain that heavier aircraft are not necessarily noisier.

Chairman Ziomek said he spoke with a few people at the meeting who have overall negative attitudes towards the Airport unrelated to noise concerns.

Commissioner Goode said a critical case is coming up at Santa Monica that could potentially affect Scottsdale and other airports.

9. Discussion and Input Regarding Airport and Airpark Business Permit Additions, Cancellations or Revocations

For the Airport, Ms. Johnson reported that Caliber Jets' permit was revoked. Maine Aviation canceled their charter permit.

In the Airpark, Alta Vista Radiology was added. Borden Properties and Via Linda-Ancala both canceled their permits.

10. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Read told the Commission staff will present the recommendation regarding the Landmark lease amendment approved tonight to City Council on March 4. The Impact Church application is scheduled to be considered by the Planning Commission on March 5 and City Council on April 8.

11. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

No changes suggested.

## **FUTURE AGENDA ITEMS**

Commissioner Buzzard moved to agendaize discussion and input on wayfinding signage at the corner of Butherus and Airport Drive. Commissioner Bergdoll seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

Commissioner Buzzard explained he wants to discuss signage as it relates to tenants and stakeholders. He feels improved wayfinding would help tenants and their customers.

## **ADJOURNMENT**

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:59 p.m.

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